



## **DEPARTMENT OF AGRICULTURE**

### **Submission for OMB Review; Comment Request**

July 1, 2015

The Department of Agriculture has submitted the following information collection requirement(s) to OMB for review and clearance under the Paperwork Reduction Act of 1995, Public Law 104-13. Comments regarding (a) whether the collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (b) the accuracy of the agency's estimate of burden including the validity of the methodology and assumptions used; (c) ways to enhance the quality, utility and clarity of the information to be collected; (d) ways to minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology.

Comments regarding this information collection received by [INSERT DATE 30 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER] will be considered.

Written comments should be addressed to: Desk Officer for Agriculture, Office of Information and Regulatory Affairs, Office of Management and Budget (OMB), New Executive Office Building, 725 – 17<sup>th</sup> Street, N.W., Washington, D.C. 20502. Commenters are encouraged to submit their comments to OMB via email to: [OIRA\\_Submission@OMB.EOP.GOV](mailto:OIRA_Submission@OMB.EOP.GOV) or fax (202) 395-5806 and to Departmental Clearance Office, USDA, OCIO, Mail Stop 7602, Washington, D.C. 20250-7602. Copies of the submission(s) may be obtained by calling (202) 720-8958.

An agency may not conduct or sponsor a collection of information unless the collection of information displays a currently valid OMB control number and the agency informs potential persons who are to respond to the collection of information that such persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

### **Farm Service Agency**

*TITLE:* Debt Settlement Policies and Procedures

*OMB CONTROL NUMBER:* 0560-0146

*SUMMARY OF COLLECTION:* The Federal Claims Collection Standards provides at 4 CFR 102, that whenever feasible, debts owed to the United States should be collected in full in one lump sum. The Debt Collection Improvement Act (DCIA) of 1996 further emphasizes, as one of its goals, to maximize collections of delinquent debt owed to the Government, by ensuring quick action is taken to enforce recovery of debts and the use of all appropriate collection tools, while ensuring that the public is fully informed of the Federal Government's debt collection policies and the debtors are fully cognizant of their financial obligations to repay amounts owed to the Federal Government. Provisions under the Federal Claims Collection Standards and the DCIA allow the debtor upon receiving a notification letter and unable to pay debt owed to the Federal Government in one lump sum, to forward a written request and financial statement to Farm Service Administration (FSA) and Commodity Credit Corporation (CCC) for establishing an agreed repayment plan in the promissory note using form CCC-279, Promissory Note.

*NEED AND USE OF THE INFORMATION:* When a debtor requests to enter into an installment agreement to settle their debt, FSA will collect information on the debtor's assets, liabilities, income and expenses. Based on that information a determination can be made on whether the

debtor can pay the debt in one lump sum or an installment is necessary. Without this financial information FSA/CCC would have no method of allowing debtor's to pay their debts in installments while still ensuring that the government's financial interests are protected.

*DESCRIPTION OF RESPONDENTS:* Individuals or households

*NUMBER OF RESPONDENTS:* 100

*FREQUENCY OF RESPONSES:* Reporting: On occasion

*TOTAL BURDEN HOURS:* 200

Ruth Brown,  
Departmental Information Collection Clearance Officer.

Billing Code 3410-05

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